

**The Kentucky Board of Licensure for  
Marriage and Family Therapists**  
**October 25, 2012**  
**Minutes**

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The regular scheduled meeting of the Kentucky Board of Licensure of Marriage and Family Therapists was held at the Office of Occupations and Professions, 911 Leawood Drive, Frankfort, Kentucky on October 25, 2012.

**Board Members Present:**

Mr. Richard Hamon  
Ms. Stephanie Head  
Ms. Sandy Miller, Chair  
Ms. Carolyn Miller-Cooper  
Ms. Jane Prouty  
Dr. Tom Robbins  
Mr. Tony Watkins

**Occupations and Professions:**

Marcia Egbert, Board Administrator

**Office of the Attorney General:**

Angela Evans

**Guests:**

None

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**Call to Order:** Chair Sandra Miller called the meeting to order at 10:03 a.m.

**Minutes:** The Board reviewed minutes from September 27, 2012. Two corrections were made. Stephanie Head made a motion to accept the minutes with corrections. Carolyn Miller-Cooper seconded the motion. The motion carried unanimously.

**Board Monthly Financial Report:**

The Board Monthly Financial Report for July 1, 2012 through September 30, 2012 was reviewed. Discussion followed. Marcia Egbert to clarify with Susan Ellis of Fiscal on procedure of allotments and what happens if they go over in one quarter? The Board also asked Ms. Egbert to clarify with Ms. Ellis what falls under the title of "Printing paid to a state agency". The Board requested that Fiscal give the Board an estimate of copying costs charged to the board. Stephanie Head made a motion to accept the Monthly Financial Report. Jane Prouty seconded the motion. The motion passed unanimously.

**Attorney Report**

Attorney Angela Evans stated that she would report during the Complaint Committee Report.

**O & P Report**

Suggested meeting dates were presented to the Board for 2013. The Board discussed the November and December meetings of 2012 and decided to combine the two meetings. They will cancel the November 15, 2012 and December 20, 2012 meetings and meet on December 5, 2012 for a work session from 5:00 – 9:30 p.m. at the O & P

Office and the regular meeting will be held on December 6, 2012 beginning at 9:30 a.m. at ????. Dinner will be provided at 5:00 p.m.

The meetings for 2013 will be posted on the website following approval at the next board meeting. Sandy Miller and Tony Watkins will come to the O & P Office to review applications, renewals, etc. on November 15, 2012 to be approved at the December 6, 2012 meeting.

Ms. Egbert reported that she has completed scanning and indexing all of MFT's current files. There are some archive files that have not been scanned yet stored in the building. The Board requested that O & P give them dates that cover those files in the archive files.

Ms. Egbert presented the guidelines for travel and per diem for Board Members to review that clarify that payment for travel days are not included in the travel and per diem.

### **Old Business**

Ms. Egbert reported that the reminder post cards for the open window for Supervisors went out during the middle of October and a reminder was placed on the website under "News and Updates". Tony Watkins will send Marcia Egbert a blurb to put under the Supervisor Updates to be placed on the website.

Ms. Egbert reported that the Standard Operating Procedures for the Open Records Requests was included in the Board member packets. Discussion followed. The Board will create and send a letter to the Attorney General's office and will request the protocol that outlines the timelines and actions that the Board needs to follow when receiving an Open Records Request. The letter will be copied to the Occupations and Professions Office and the Public Protection Cabinet.

The response to an e-mail from Casey Cloud dated 8/28/2012 was reviewed. No further action was taken.

### **New Business**

The Board reviewed an e-mail dated 9/24/2012 from Richard D. Underwood. Following discussion the Board instructed Ms. Egbert to respond to Mr. Underwood that he must reapply for licensure and meet the current requirements.

The Board reviewed an e-mail from Loren Townsend requesting the Board to provide outcome data on the students in the COAMFTE programs that become licensed. The Board stated that it will not provide data to the programs about the licensees. Most of the information they are requesting is located on the website and any additional information will have to be obtained by asking the student.

The Board reviewed credentials for Board Approved Supervisor status from Lone Gooch. The Board requested additional information before they can make a decision.

The Board reviewed an appeal letter from Sally W. Hunter in regard to the denial of CEU's for her renewal. After a discussion, the Board stated that their original determination stands and the CEU's will not count toward her CEU's.

Chair Sandy Miller handed out a new list of Committee Assignments.

Tom Robbins informed the Board that he would be moving around the first of January and would be resigning from the Board. He will submit his resignation letter to the Board closer to the time.

### **Complaints/Other Legal Matters**

Attorney Angela representing the Complaint Committee made the following recommendations on behalf of the committee:

- a. 2011-007 - Pending
- b. 2011-08 – Pending
- c. 2012-002 – Dismiss
- d. 2012-003 – Dismiss
- e. 2012-006 – Pending

Richard Hamon moved to accept the Complaint Committee's recommendations. Tom Robbins seconded the motion. The motion carried unanimously.

### **Application Review:**

Jane Prouty made a motion to approve all applications, renewals, audits, and CEU Provider Applications as reviewed and recommended by the committee this morning. Tony Watkins seconded the motion and it passed unanimously.

Tony Watkins made a motion to approve the ratification of licenses issued and renewed from 9/26/2012 through 10/24/2012. Jane Prouty seconded the motion. The motion carried unanimously.

### **Status Report:**

Active Licensee's for MFT's – 507  
Active Licensee's for MFTA's – 127  
Total Active Licensee's – 634

### **Associates:**

The following application for Marriage and Family Therapist Associate was approved with a date of 10/3/2012: *Sharon Bryant*

The following applications for Marriage and Family Therapist Associate were approved: *Jessica L. Davis, Jillian P. Hord, Vanessa N. Jones, Melissa Smith, Janice Wohrle*

The following Plans of Supervision for Marriage and Family Therapist Associates were approved: *Amanda, Dishon, Laura Frey, Rahsheeno Griffith, Erin Guthrie, Emily Phan, Jennifer Schinke, Kelsey Snavelly*

The following Renewals for Marriage and Family Therapist Associate was approved with provisions: *Shelly Allen, Larane Guthrie-Clarkson*

The following Renewals for Marriage and Family Therapist Associates were approved: *Zachary Crouch, Laura Duke, Nikki Erwin, Julie Etherton, Craig Herink, Cynthia L. Manley, Cassie Morris, Paula Strange, Mallory Thompson, Grace Van Melle*

**LMFT:**

The following application for licensed Marriage and Family Therapist was approved: *Erin Peirce, Karen Marie Raby, Julianne Sutter*

The following application for licensed Marriage and Family Therapist was denied: *Karyn C. Stute*

The following Renewal Audits for Marriage and Family Therapist were approved: *William Barrett, Marie Gamble, Ann Catherine Holloway*

The following Reinstatement for Marriage and Family Therapist was approved: *Kevin Pangburn*

**Applications for CEU Approval for 10-25-2012 – ALL APPROVED**

**CMI Education Institute – Customer Service - (800) 844-8260, Ext. 8165**

- Attachment & Emotion Regulation: Brain-Based Therapy & Practical Neuroscience – 6.25 Hours
- Dialectical Behavior Therapy – 6.50 Hours
- Mindfulness Toolkit for Kids and Teens – 6.25 Hours
- Mindfulness, Yoga and Compassion: Principles, Benefits, Practice – Clinical Interventions for Anxiety Depression & Stress – 6.25 Hours
- Non-Medication Treatments for ADHD – 6.25 Hours

**CMI Education Institute – Customer Service - (800) 844-8260, Ext. 8204**

- Borderline Personality Disorder & Attachment Theory: Revolutionize Your Treatment Approach – 6.25 Hours
- Over 75 Quick, On-the-Spot Techniques for Children with Emotional & Behavioral Problems – 6.25 Hours

**Kentucky Association of Sexual Assault Programs – Tana Bentley – (502) 226-2704**

- Understanding the Neurobiology of Trauma – 5.0 Hours
- For Nurses: Mandatory Reporting Update & HIV nPEP Plan of Action Overview – 5.0 Hours

- Etiology of Sexual Offending Behavior, "Crime Switching," Re-offense Rates and Grooming Behavior: - 5.0 Hours
- What Sex Offenders Can Teach Us About Interviewing – 1.50 Hours
- Creating Cultures of Trauma-Informed Care – 6.0 Hours
- Main Conference (including 12/5 pre-conference workshops) – 16.0 Hours

**NorthKey Community Care – Cindy Bramlage – (859-578-3265)**

- Crisis De-Escalation – 2.0 Hours
- QPR – Question, Persuade, Refer – 2.0 Hours

**RiverValley Behavioral Health – Carol Lindsey – (270) 689-6500, Ext 6547**

- Faith and Violence – 3.0 Hours – 2<sup>nd</sup> Review

**The Ridge Behavioral Health System – Reshae Stengel – (859) 268-6453**

- Treating the Adult Population with Co-occurring Disorders
- The Seven Challenges Approach for Adolescent with Co-Occurring Disorders
- Treating Substance Abuse Client with Anti-Social Personality Disorder (One/half day training for all three – 4.0 Hours)

**Western Baptist Hospital Education Department – Cindy Davis – (270) 575-2807**

- 6<sup>th</sup> Annual Addiction and Compulsive Behaviors Symposium – 6.5 Hours – 2<sup>nd</sup> Review

**Individual – Dawn Pendleton**

**WKU – The Center for Gifted Studies – (502) 895-7668**

- Maximizing Outcomes for Twice-Exceptional Children: What Parents & Educators Need to Understand and Be Able to Do – 5.75 Hours

**Individual – Judith Bloor**

**U of L School of Medicine - (502) 852-1499 and Kosair Childrens Hospital (502) 679-6000**

- Promoting Resilience: Pediatrics & Mental Health in KY – 6.50 Hours

The next meeting of the Marriage and Family Therapy Board is scheduled for December 5 & 6, 2012. The December 5, 2012 work session will be held from 5:00-9:30 p.m. at 911 Leawood Drive, Frankfort, Kentucky 40601. The regular meeting will be held December 6, 2012 at Capital Plaza Hotel, Frankfort, KY. Committees will meet at 8:30 a.m. with the Board Meeting to follow at 9:30 a.m. Marcia Egbert will post the change on the MFT website and on the door at 911 Leawood, Frankfort, KY.

Tom Robbins made a motion that Travel and Per Diem be paid to those who attended the regular Board Meeting on October 25, 2012. Richard Hamon seconded the motion. The motion carried unanimously.

Stephanie Head moved to adjourn the meeting. Richard Hamon seconded the motion. The motion carried and The Marriage and Family Therapy Board meeting was adjourned by Chair Sandy Miller at 11:58 a.m.

Respectively Submitted:

Marcia Egbert  
Board Administrator